

ARNG AGR Job Opportunity Vacancy

**STATE OF WYOMING MILITARY DEPARTMENT
Office of the Adjutant General
5500 Bishop Boulevard
CHEYENNE, WYOMING 82009-3320**

19 September

2005

1. Announcement is made of the following AGR position. A brief description of duties and responsibilities is on the reverse side of this announcement.

Position Title:	CHIEF SIDPERS, W-4
Announcement No:	05-157
Closing Date:	28 September 2005
Max Grade Authorized:	CW4/W-4
Unit/Duty Location:	JFHQ, SIDPERS, Cheyenne, Wyoming
Compatibility Criteria:	Applicant must be a current Warrant Officer in MOS 420A , or have an approved Warrant Officer Packet for MOS 420A .
Female Asg Elig:	Open
Nominating Official:	COL Harmsen, DCSPER

2. This position is open to all active members of the Wyoming Army National Guard. Applicant must be a current Warrant Officer in the advertised MOS, or have an approved Warrant Officer Packet on file for the advertised MOS.

3. All applicants, to include current AGRs, need to submit the forms listed under the instructions for applying section to HRO. Must be able to serve at least 5 years in active military status prior to completing 18 years of active federal service. Must meet medical & physical standards. Must meet eligibility criteria as prescribed in Tables 2-1, 2-2, 2-3 and AR 135-18. Selected individual must become qualified in MOS **420A** within one (1) year of assignment.

4. A brief description of duties and responsibilities and the instructions on how to apply for this position are on the reverse side of this announcement.

Special Notes:

- The selectee will be required to participate in Direct Deposit/Electronic Fund Transfer (DD/EFT).
- Use of government envelopes and/or postage for personal use is strictly prohibited.
- Faxed/emailed applications will not be accepted.
- Do not submit applications in file folders, binders, etc...

The Military Department of Wyoming is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, color, national origin, sex, political affiliation, or any other non-merit factor.

Human Resources Office Point of Contact:

SrA Jamie Tschacher, (307) 772-5134, email james.tschacher@wychev.ang.af.mil

INSTRUCTIONS FOR APPLYING

Individuals may apply by submitting the following documents to the Human Resources Office, 5500 Bishop Blvd., Cheyenne, WY 82009-3320, so as to arrive not later than 1630 on the closing date. Phone (307) 772-5134. Applications not containing the required forms will not be considered. Copies are acceptable.

- NGB Form 34-1: Application for Active Guard/Reserve (AGR) Position must be signed.
- TAG WY Form 17: Individual Record of Weight Control/Progress dated within last 30 days.
- DA Form 5500-R: Body Fat Content Worksheet (if applicable)
- DA Form 2-1: Personnel Qualification Record
- NGB Form 23/23A: ARNG current Annual Retirement Points Accounting Statement.
- Current Retention Physical/Flight Physical
- DA Form 705: Current Army Physical Fitness Score Card.
- Last 5 NCOERs/OERs: If less than 5, submit what you have. A letter of recommendation or performance from the applicant's military supervisor will be submitted on soldiers not requiring an NCO-ER/OER.
- Full length photograph in Class A Uniform taken within last 12 months.
- SF 181, Race and National Origin Identification Form (optional).
- A copy of college transcripts must be attached for any claimed college courses. Copies of certificates/diplomas for claimed related education must be attached.

BRIEF POSITION DESCRIPTION

Responsible for the management of the SIDPERS Interface Branch (SIB) in the State. Coordinates with other DCSPER branches as a member of the State Personnel Team. Responsible for establishing SIB Operating Procedures, implementing Letters of Instruction (LOIs), Standing Operating Procedures (SOPs) and Bulletins. Directs the SIDPERS-ARNG and RPAM performance monitoring and measuring program. Is responsible for the accuracy, currency and validity of the SIDPERS-ARNG, RPAM and other state-level automated personnel systems and insures prompt resolution of error conditions. Acts as liaison of NGB support team on matters pertaining to SIDPERS-ARNG and RPAM, such as matters of error resolution, system changes and new policy procedures. Institutes a policy for safeguarding and controlling of data in compliance with the Privacy Act of 1974. Develops local automated output products and inquiries. Accomplishes administrative actions relating to SIB personnel. Performs other duties as assigned.

SPMD PARA/LIN **1320-701L**